



**Meeting Minutes:**

Name of Foundation: St. Johns Classical Academy

Board Meeting: June 3, 2019

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

Date: June 3, 2019

Start: 4:33pm

End: 5:20pm

Next Meeting: July 1, 2019

Next Time: 4:30pm

Prepared By: Lori Meredith

Meeting Location: St. Johns Classical Academy  
114 Canova Road  
Fleming Island, FL 32003  
Room 210

Attended by:

Board Members: Diane Hutchings, Amy Miller, Alexandra Compere, Scott Norteman

SJCA Administrator: Melanie Williams

Absent: none

1. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 4:33pm with a Call to Order by Diane Hutchings. Quorum was established.

2. TIME CERTAIN/SCHEDULED PRESENTATIONS: None

3. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD AND SUBMIT FOR THE RECORD: none

4. CONSENT AGENDA – NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER. If these items are not provided to board members 5 days prior to the meeting they will automatically be pulled for review at the meeting.

- A. DR. WILLIAMS, PRINICPAL/DIRECTOR HR – CONFIDENTIAL AGENDA PROVIDED TO BOARD

- B. DIANE HUTCHINGS, BOARD PRESIDENT – RESIGNATION OF BOARD MEMBER, DARRYL DANIELS.

Motion to approve consent agenda was made by Amy Miller and seconded by Scott Norteman. Approved 4-0.

5. REPORTS TO THE BOARD

- A. Dr. Williams, Principal Reports (presented as trends quarterly)
  - a. Enrollment Report: Current Enrollment, Wait List, Withdrawal Log.
  - b. Discipline Report.

6. APPROVAL OF MINUTES – Lori Meredith

- a. May 2019 – Board Meeting
- b. May 2019 - Finance Committee Meeting

Motion to approve minutes was made by Alexandra Compere and seconded by Scott Norteman. Approved 4-0.

7. FINANCE COMMITTEE REPORT – Amy Miller, Treasurer

8. BOARD DISCUSSION AND ACTION ITEMS

- A. ON-GOING BUSINESS
  - a. Review of Strategic Oversight Calendar

B. NEW BUSINESS

- 1. Proposal for re-surfacing equipment for maintenance.

Motion to approve a cap of \$7,000 for equipment needed was made by Amy Miller and seconded by Scott Norteman. Approved 4-0.

- 2. Use of Facilities Pricing Schedule.

Motion to approve Use of Facilities pricing schedule was made by Scott Norteman and seconded by Alexandra Compere. Approved 4-0.

- 3. Proposal to engage a new accounting services firm.

Motion to approve Grennan Fender as the new accounting services firm was made by Amy Miller and seconded by Alexandra Compere. Approved 4 -0.


- 4. Proposal for additional insurance coverage. (tele-doc)

Motion to approve was made by Amy Miller and seconded by Scott Norteman. Approved 4 -0.

- 5. Renewal of elevator maintenance contract.

Motion to approve was made by Scott Norteman and seconded by Alexandra Compere. Approved 4 -0.

- 9. Directors Comments - NONE
- 10. Board Member Comments – NONE
- 11. Adjournment Time: 5:20pm

  
Diane Hutchings, President

Date: 7/1/19